



DEPARTMENT OF THE ARMY
HEADQUARTERS, 3rd BRIGADE, 3rd INFANTRY DIVISION (MECHANIZED)
9050 KELLEY HILL
FORT BENNING, GEORGIA, 31905-5900



AFZP-VI-C

COMMAND POLICY LETTER NO. CO-4b

EO COMPLAINT PROCEDURES

1. References: AR 600-20, Equal Opportunity
2. Applicability: This policy is applicable to all 3D Brigade Combat Team (BCT) units and personnel living and working on Fort Benning and, as appropriate, to 3D BCT units and personnel stationed at Fort Stewart.
3. Purpose: The purpose of this policy is to establish the avenues Soldiers can use to learn and resolve EO issues.
4. Policy: The policy of the 3rd Brigade Combat Team is to provide equal opportunity and fair treatment for all assigned or attached Soldiers, Army Civilians, and their Family Members irrespective of race, color, religion, national origin, or gender, and to provide an environment free of sexual harassment. This policy applies both on and off post, at all times.
5. Procedures:
 - a. The chain of command has primary responsibility for processing complaints of discrimination. Although using the chain of command is strongly encouraged, it is not the only channel available to you. If you believe you may have been discriminated against, you may:
 - (1) Contact the Brigade Equal Opportunity Advisor at 8544-4759/4760 to clarify whether an incident or behavior qualifies as sexual harassment of discrimination.
 - b. First, attempt to solve the issue as an informal complaint by utilizing someone to mediate between you and

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the alleged offender to inform him/her of their behavior and how it has affected you.

c. File a formal complaint through any of the following personnel or agencies:

- (1) Chain of Command
- (2) Unit Equal Opportunity Leader (EOL)
- (3) Brigade Equal Opportunity Advisor (EOA)
- (4) Chaplain
- (5) Inspector General (IG)
- (6) Housing Referral Office (HRO)
- (7) Judge Advocate General (JAG)

d. Should you feel uncomfortable in filing a complaint with your chain of command, or if the complaint is against a member of the chain of command, seek redress through the next higher-level command. I ask you to give me, the Brigade Commander, a chance to deal with your issue first.

e. This command will process all complaints IAW AR 600-20, Chap 6 & 7, and as quickly as possible.

f. A copy of this by letter will be posted on all unit bulletin boards, read to all personnel during unit in-processing, and brought to the attention of all unit personnel at least quarterly during appropriate training.

6. Proponent: The proponent for this policy is the Brigade EO Representative, 544-2507.



ANTHONY A. CUCOLO III
COL, IN
Commanding

Distribution:

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